



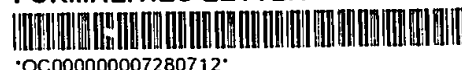
UNITED STATES PATENT AND TRADEMARK OFFICE

COMMISSIONER FOR PATENTS
UNITED STATES PATENT AND TRADEMARK OFFICE
WASHINGTON, D.C. 20231
www.uspto.gov

APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
09/683,375	12/19/2001	Debra D. Womble	109.0025

CONFIRMATION NO. 7707

FORMALITIES LETTER



OC000000007280712

Date Mailed: 01/08/2002

NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

Filing Date Granted

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The oath or declaration is missing.
A properly signed oath or declaration in compliance with 37 CFR 1.63, identifying the application by the above Application Number and Filing Date, is required.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(l) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- The balance due by applicant is \$ 130.

*A copy of this notice **MUST** be returned with the reply.*

Customer Service Center

Initial Patent Examination Division (703) 308-1202

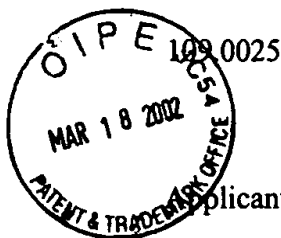
PART 2 - COPY TO BE RETURNED WITH RESPONSE

03/20/2002 SFELEKE1 00000100 09683375

01 FC:105

130.00 OP

*Docketed
03/08/02
KSF*



03770 ~~100745~~ #3
PATENT

IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

Applicants: Womble et al.

**COPY OF PAPERS
ORIGINALLY FILED**

Serial No.: 09/683,375

Filed: 12/19/2001

For: METHODS AND APPARATUS FOR
PREPARATION AND ADMINISTRATION
OF TRAINING COURSES

Group: 2167

Examiner: Not Yet Assigned

I hereby certify that this correspondence is being deposited with the United States Postal Service as first class mail in an envelope addressed to Commissioner for Patents, Washington, D.C. 20231, on the date set forth below:

Signed: Karen S. Flynn

Name: Karen S. Flynn

Date: March 8, 2002

Chapel Hill, North Carolina
March 8, 2002

Commissioner For Patents
BOX MISSING PARTS
Washington, DC 20231

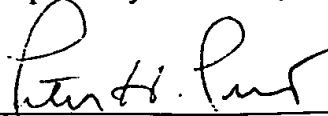
**RESPONSE TO NOTICE TO FILE MISSING PARTS
OF NONPROVISIONAL APPLICATION**

Sir:

In response to the Notice to File Missing Parts of Nonprovisional Application dated January 8, 2002, we enclose a copy of said Notice and a Declaration for the above identified case. Also enclosed is our check for \$130.00 for the large entity fee surcharge.

Although a check is being submitted herewith, Applicants respectfully request that the Commissioner charge any deficiencies or credit any overpayment to Deposit Account No. 50-1058.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Peter H. Priest", written over a horizontal line.

Peter H. Priest

Reg. No. 30,210

Priest & Goldstein, PLLC

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